



DEPARTMENT OF ENERGY

QUINTUPLICATE

Energy Center, Rizal Drive cor. 34th St., Bonifacio Global City, Taguig

PURCHASE ORDER

PR No. 01-0101-2023-07-MM0362

Supplier : JITTYCAR SERVICE CENTER P.O. No. : 2023-08-222  
 Address : Ecovest Drive, Ecoland, Davao City Date : 08/24/2023  
 TIN : \_\_\_\_\_ Mode of Procurement : AMP-ND 53.0

Gentlemen: MR. JOHN CALLAO Reso No. M295 s. 2023  
 Please furnish this Office the following articles subject to the terms and conditions contained herein:

Place of Delivery : DEPARTMENT OF ENERGY - Mindanao Field Office, 3rd Flr Tolentino Bldg Candelaria Ave, Davao City (K. B. J Sotero) Delivery Term : within 30 days upon receipt of PO  
 Date of Delivery : \_\_\_\_\_ Payment Term : Payment will be process within 30 days upon completion of delivery of all items and services, submission of all required documents & issuance of certificate of acceptance from the end-user. Payment is through Check subject to government budgeting, accounting and auditing rules.

Stock/Property No.	Unit	Description	Quantity	Unit Cost	Amount
	lot	<p><b>PROCUREMENT OF MFO REPAIR AND MAINTENANCE FOR SERVICE VEHICLE FORD RANGER SAB 7069</b></p> <p><b>REPLACEMENT OF BRAKE PADS, 1 set original including TIRE ROTATION</b></p> <p><b>Terms of Reference:</b>            a. Warranty for items in this procurement is for 1 year. Defective items found within 15 calendar days shall be replaced by the supplier free of charge within 7 calendar days upon notification.            b. Back jobs found within 15 calendar days shall be replaced/facilitated by supplier at no cost within 7 calendar days upon notification            c. The Supplier shall supply in labor, tools and spare parts for the repair and/or replacement of worn out and defective parts and render other relative services to the DOE-MFO vehicles provided above upon the presentation by the CLIENT of the <i>Purchase Order (PO)</i> duly signed and approved by the CLIENT;            d. The Supplier shall issue a transaction slip/receipt/invoice in labor, tools and spare parts for the repair and/or replacement of worn out and defective parts of DOE-MFO vehicle or other related services are given to the CLIENT;            e. The Supplier price of each labor, tools and spare parts for the repair and/or replacement of worn out and defective parts of DOE-MFO vehicle requested will be inclusive of any kind of taxes, fees, charges and other legal actions;</p>	1	6,350.00 ₱	6,350.00
				₱ 8,350.00	
			Less: 5% withholding tax	283.48	
			1% EWT	56.70 ₱	340.18
			<b>TOTAL</b>		<b>₱ 6,009.82</b>

(Total Amount in Words) Six Thousand Nine Pesos and Eighty-Two Centavos

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed on the underdelivered item/s.

Conforme: \_\_\_\_\_ *This PO serves as the Notice to Proceed (NTP) when signed by the Supplier.*  
 Very Truly yours: \_\_\_\_\_  
CALLAO, JOHN ANTHONY C. Signature over Printed Name of Supplier  
9-1-23 Date  
NILO J. GEROCHE Signature over Printed Name of Authorized Official  
Director, MFO Designation

Fund Cluster : \_\_\_\_\_ ORS/BURS No. : 02-0101-2023-07-05489  
 Funds Available : \_\_\_\_\_ Date of the ORS/BURS: Sept. 15, 2023  
 Amount : ₱ 6,350.00  
HELEN C. ROLDAN Signature over Printed Name of Chief Accountant/Head of Accounting Division/Unit